Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**ANANDA CHANDRA COLLEGE**
Name of the head of the Institution	**Dr. Md. Abdur Razzaque**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03561255554**
Mobile no.	**9126419304**
Registered Email	**accjal@gmail.com**
Alternate Email	**accfeedback@gmail.com**
Address	**College Para**
City/Town	**Jalpaiguri**
State/UT	**West Bengal**
Pincode	**735101**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Mr. Prosad Roy**
Phone no/Alternate Phone no.	**03561257393**
Mobile no.	**9126419304**
Registered Email	**accfeedback@gmail.com**
Alternate Email	**prosad65@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://accollege.in/new/download/aqar-2017-18/?wpdmdl=3187&refresh=658fae6bd20111703915115

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://accollege.in/new/download/2018-2019/?wpdmdl=2590&refresh=64a66ba1c0b831688628129

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B++**	**81.55**	**2004**	**16-Sep-2004**	**15-Sep-2009**
2	**B++**	**2.88**	**2016**	**05-Nov-2016**	**04-Nov-2021**

6. Date of Establishment of IQAC	**01-Jan-2014**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Workshop for newly introduced CBCS curriculum for Teachers Non teaching staff and Students	04-Jun-2018 1	500
Induction meeting for 1st year students	31-Jul-2018 1	850
Observance of International Mother Language Day	21-Feb-2019 1	300
Observance of National Science Day	28-Feb-2019 1	300

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Physiology/Dr. Bikramjit Roychaudhury	Major Research Project	DBT (West Bengal)	2018 730	4500000
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View Link]
10. Number of IQAC meetings held during the year :	**3**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View Uploaded File]
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

12. Significant contributions made by IQAC during the current year(maximum five bullets)

The college has held workshops for students, teachers, and nonteaching members and also induction meeting with first year students to discuss in details the newly introduced CBCS curriculum. Dr. Tapan Kr. Ghosh, Associate Professor,

Department of Economics and Dr. Gour Sundar Ghosh, Assistant Professor, Department of Education who are also members of Board of Studies, NBU explained the entire curriculum via PowerPoint presentation in the college Seminar Hall.

To encourage physical activities alongside academics, the department of Physical Education organized an intercollege athletic meet under the auspices of Sports Board, NBU on 5th and 6th October, 2018.

Lecture seminar was organized to celebrate 125th Birth Anniversary of eminent scientist Prof. S. N. Bose on 19.09.2018.

As part of the initiatives for career counselling of outgoing students, the college, aided by NICD, Ukil Para, Jalpaiguri, organized a Student Development Programme on 04.12.2018 to help students improve their skills and career growth in communication development, grooming and management education.

Two awareness programmes were held in Institution – a programme on Consumer Awareness on 24.12. 2018 and an awareness programme on Road Safety on 08.02.2019.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Facilitating distribution and collection of scholarship forms for poor and meritorious students and timely submission of the same to the Government	Done
Organising workshops, induction meet for newly introduced CBCS curriculum.	Students Induction Programme was held on 07.07.2018 and two workshops were held on 06.08.2018 and 07.08.2018.
Conducting carrier counselling programmes for outgoing students.	The college, aided by NICD, Ukil Para, Jalpaiguri, organized a Student Development Programme on 04.12.2018 to help students improve their skills and career growth in communication development, grooming and management education
Conducting Students' Awareness programmes.	Two awareness programmes were held – a) A programme on Consumer Awareness (24.12.2018). b) An Awareness programme on Road Safety (08.02.2019).
Observance of special days of National and International significance	"International Mother Language day" was observed on 21.02.2019. and "National Science Day" was observed on 28.02.2019.
Organising Students' Youth Science Fair.	Held on 19.09.2018 & 20.09.2018.

Encouraging students' participations in Sports and extracurricular activities	Department of Physical Education organized an Inter College Athletic Meet under the auspices of Sports Board NBU on 05.10.2018 & 06.10.2018 .
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Governing Body, Ananda Chandra College	14-Dec-2022

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2019

Date of Submission	21-Feb-2019

17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The guidelines established by the University of North Bengal govern the College's curriculum. Semester-based courses are offered from 2018-19 session. The broader vision and objectives of the college are kept in mind so that the curriculum can be put into practice effectively. The departments hold meetings at the start of each session to discuss and prepare for the next session's course delivery. The use of reference materials, internal assessments and teaching aids for teachers are discussed. In order to provide quality education in the teaching-learning processes, special classes are also taken. Several departments frequently conduct educational field trips, projects, and surveys with the students accompanied by departmental teachers. In addition to academics, the college offers co-curricular and extracurricular activities for holistic growth. To ensure that the curriculum is effectively delivered, teachers are encouraged to include ICT, blended learning, experimental learning and other methodologies in their course plans. Moreover seminar presentations, group discussions, class tests, continuous evaluation and internal assessment are frequently carried out to guarantee the learning outcomes of each subject.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of	Duration	Focus on employ	Skill

Introduction				ability/entreprene urship	Development
Nil	Nil	Nil	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	Nil	Nill

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Honours in Bengali	07/07/2018
BA	Honours in Economics	07/07/2018
BA	Honours in Education	07/07/2018
BA	Honours in English	07/07/2018
BA	Honours in Geography	07/07/2018
BA	Honours in History	07/07/2018
BA	Honours in Philosophy	07/07/2018
BA	Honours in Political Science	07/07/2018
BA	Honours in Sanskrit	07/07/2018
BA	Honours in Sociology	07/07/2018
BSc	Honours in Botany	07/07/2018
BSc	Honours in Chemistry	07/07/2018
BSc	Honours in Computer Science	07/07/2018
BSc	Honours in Mathematics	07/07/2018
BSc	Honours in Physics	07/07/2018
BSc	Honours in Physiology	07/07/2018
BSc	Honours in Zoology	07/07/2018
BSc	Honours in Microbiology	07/07/2018
BA	Programme Course	07/07/2018
BSc	Programme Course	07/07/2018
BSc	Honours in Economics	07/07/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled

Nil	Nill	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Honours in Geography	27
BA	Honours in History	70
BSc	Honours in Botany	30
BSc	Honours in Physiology	10
BSc	Honours in Zoology	17
MA	Bengali	8
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Consistent and participative efforts to bring about improvements remain the central focus of the college management. Seeking and surveying feedback is one of the major components of this practice. The driving force behind the procedure of feedback is the will to transform constructive suggestions into concrete steps. During the academic year 2018-2019, the feedback committee of IQAC designed and collected feedbacks from students and parents to evaluate the college performance on curriculum and related issues, efficacy of teachers on various parameters, standard of laboratory and library, ICT facilities, along with other non-academic yet related services like clean drinking water, canteen, hostel, safety and hygiene in campus, interest generated in sports and cultural activities, cooperation from office and effectiveness of skill developments and placement cells. Although a subsequent survey of the students' (250 responses) and parents' feedback (150 responses) revealed mostly satisfactory responses, there were lukewarm responses in certain areas which the IQAC took cognizance of. The academic issues which needed improvement were referred to the academic sub-committee of Teachers' Council to be discussed and resolved in subsequent periodic meetings. The non-academic ones were brought to the notice of the concerned staff for necessary steps to be initiated for hauling up their performance.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled

BA	Honours	681	7155	484
BSc	Honours	214	4895	163
BA	General Programme	1061	4596	957
BSc	General Programme	185	1791	144
MA	Bengali	50	53	19
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	3457	39	49	0	8

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
57	44	96	8	1	4
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring is a supportive relationship that inspires young minds to bloom to their full potential. Students tend to feel awkward to seek professional help for their concerns either due to inhibitions or are simply confused as to whom to approach. In such situations it is important that students approach one with whom they are familiar - a teacher who can guide them on the right path and help them address their challenges in a more effective way. This is the fundamental principal of the mentoring system available to the students in Ananda Chandra College. The institute has an integrated mentoring system where the faculty acts as a link between the students and the institution. The HODs (Head of the Department) of various departments along with respective faculty collectively carry out the overall mentoring process to monitor and guide students all through the three years. Thus the objective of the Mentoring programme is to give students access to immediate assistance. The HODs meet all mentors/faculty of his/her department at least once a month for the reviewing of proper implementation of the system. The mentoring system has contributed to instilling a sense of belonging and security in the students. The encouragement and assistance of the mentors helps nurture the aspirations of the students and infuse them with the positivity and drive essential to overcome all obstacles. The mentoring sessions also help bring to the fore issues which may seem taboo/ personal to the mentees, thus building a relationship of confidence and respect between the mentor and mentee. The mentoring programme does not only benefit the mentee but by stepping into the role of a mentor, teachers are exposed to a host of problems encountered by the young generation today. It is also important for teachers to grow and adapt to the changing times in order to connect with and reach out to students. The mentoring system has been well structured. The mentor and mentees meet regularly. The mentoring sessions are an open, unbiased platform for the students to voice their concerns and apprehensions about their personal and academic issues. In addition to conducting mentoring sessions at regular intervals the mentors maintain an open channel of communication whereby the mentee can approach the mentor at any point of time for assistance. Establishing a relationship outside the formal classroom setting allows teachers to provide additional attention to students and their problems. Based on the trepidations expressed by

the students, the mentors assist in advising the best course of action. Their wisdom and experience have lifted many students from various problems.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3496	57	1:61

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
61	52	9	0	32

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Pushpanjali Ray	Assistant Professor	Awarded Best Paper Presentation in International Seminar on Current Avenues in Microbial and Plant Science held in University of Gour Banga, West Bengal(23-24 February 2019)
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Honours and General	Part I and Part II	21/08/2019	17/09/2019
BA	Honours	Part III	19/06/2019	10/07/2019
BA	General	Part III	20/06/2019	10/07/2019
BSc	Honours and General	Part I and Part II	21/08/2019	17/09/2019
BSc	Honours	Part III	20/06/2019	10/07/2019
BSc	General	Part III	19/06/2019	10/07/2019
BA	Honours and Programme	2nd Semester	14/06/2019	19/07/2019
BSc	Honours and Programme	2nd Semester	14/06/2019	19/07/2019

MA	Bengali	2nd and 4th Semester	19/07/2019	11/11/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Continuous Internal Evaluation system followed by Ananda Chandra College is based on the guidelines provided by the University of North Bengal. The system of Continuous Evaluation has undergone changes based on the type of programme (Annual system or CBCS). For the Three Years' Annual System Undergraduate Programme the emphasis is on Selection Examinations conducted roughly 3 months prior to the students' final University Examinations. The students' performance in this examination along with their regularity of attendance (minimum 75 percent) determines whether the student can appear for the final examination. Apart from this, group projects and presentations which aim at fostering peer-learning and mentoring are also encouraged all through the year. For the CBCS system, Internal Examinations are conducted by the college before the University Semester Evaluation. Further regular class tests, power point presentations or assignments are also part of the continuous mode of assessment. Marks are also assigned for attendance. This helps improve student regularity and participation in class. Each department has worked out the details of how the CIE is to be conducted for the courses, ensuring that learning objectives of each paper are achieved through different assignments which are designed such that they not only test the knowledge-base of the students but also prepare them for time management during examinations. CIE also provides a mechanism to review and modify teaching methods if the students do not perform satisfactorily.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The academic calendar of the University of North Bengal is strictly followed by Ananda Chandra College. In the annual system, every new academic year begins in July and ends in June. The College calendar is prepared ensuring consonance with that of the University. For the CBCS system the academic year is divided into two semesters, each of duration of 15-18 weeks. The University sends schedules of undergraduate and postgraduate examinations ahead of time. The College consults the calendar provided by the University before finalizing the college calendar. The Continuous Internal Evaluation (CIE) process of the college is also scheduled in coordination with the University calendar of semester end examinations and practical examinations. The college calendar is prepared according to University examination dates, with important annual college events interspersed and holidays included. Teachers and students regularly consult the college calendar to plan their own schedule according to the deadlines set by the University. In order to ensure that opportunities of exposure for the students are not lost, a little flexibility is permitted in the college calendar through the conduct of innovative programmes, seminars and workshops which brings the joy of surprise to the students.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

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https://accollege.in/new/iqac/#ugPout

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2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the	Number of students passed in final year	Pass Percentage

			final year examination	examination	
Nill	BA	Honours	333	289	86.8
Nill	BSc	Honours	103	91	88.3
Nill	BA	General	382	219	57.3
Nill	BSc	General	26	22	84.6
Nill	MA	Bengali	20	20	100.0
			[View Uploaded File]		

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

 https://accollege.in/new/download/student-feedback-2018-2019/?wpdmdl=2595&refresh=64a66ba20722c1688628130

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	730	DBT (West Bengal)	4500000	250000
		[View Uploaded File]		

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nill	Nil
		No file uploaded.		

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nill
		No file uploaded.			

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded

NA	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Bengali	1	Nill
International	Botany	2	Nill
International	Computer Science	2	Nill
National	Education	2	Nill
National	Geography	3	Nill
International	Geography	1	Nill
International	Physiology	1	Nill
International	Sociology	1	Nill
[View Uploaded File](#)			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Bengali	1
Computer Science	1
Economics	3
Geography	1
[View Uploaded File](#)	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nill	Nill	Nil	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nill	Nill	0	Nil
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	8	4	0	0
Resource persons	1	2	0	0

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Cleaning drive in the College premises	NSS Unit II	1	36
Cleaning of College Garden	NSS Unit II	1	42
Fencimg and beautification of flower garden	NSS Unit II	1	35
Health awarness programme for students	NSS Unit II	1	37
Special camp at Karala Valley Tea Garden	NSS Unit I and II	2	64

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nil	0

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharat	NSS Unit II	Cleaning drive in the College premises	1	36
Swachh Bharat	NSS Unit II	Cleaning of College Garden	1	42
AIDS Awareness	NSS Unit I and II	AIDS Awareness programme - Red Ribbon Day	2	100

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration

Nil	Nil	Nil	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	Nill	Nill	0
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
CSIR-IICB and NIPER	18/06/2018	Research Project	1
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Nil	Nill	Nil	2023

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total

Text Books	**40497**	**Nill**	**0**	**Nill**	**40497**	**Nill**
Reference Books	**963**	**Nill**	**0**	**Nill**	**963**	**Nill**

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	**Nil**	**Nil**	**Nill**

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	**83**	**26**	**16**	**2**	**12**	**10**	**30**	**100**	**3**
Added	**10**	**0**	**0**	**0**	**0**	**0**	**10**	**0**	**0**
Total	**93**	**26**	**16**	**2**	**12**	**10**	**40**	**100**	**3**

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	**Nill**

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
0	**9.25**	**0**	**4.62**

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Development, maintenance, restructuring, renovation and optimum utilization of its physical infrastructure is one of the topmost priorities of the Institution. The authorities have already acquired State sanction for the construction of a separate building to house the Science Departments with all up-to-date laboratory provisions. The college has also undertaken major initiatives in renovation and modernization of the Girls and Boys Hostels. Regular cleaning up of the compound, rooms, corridors, toilets etc are done by

Grade -IV staffs. Skilled workers are hired , as and when required, for repairing furniture, fans, lights, electrical wiring etc. Laboratory- All laboratory purchases are done as per standard norm through tender system. Students are divided in batches for practicals to ensure proper utilization of resources under continuous monitoring of supporting faculty members. Laboratory staffs maintain record of accounts which are supervised by the senior-most faculty of the concerned department. Technicians are regularly consulted and hired for repairing , calibration and maintenance of sophisticated lab instruments. Library- Smooth and effective functioning of the library is taken care of by the Library Advisory Committee, comprising of the Principal, the Librarian and senior faculty members. It is ensured that the newly admitted students are issued library cards within a month of commencement of classes. The Librarian conducts Departmental Orientation Meets to guide students regarding accessing the facility of e-resources and other web-based information. Issues like preservation of rare books, effective environment for reading room, etc are regularly addressed in the Library Committee meetings and plans are drawn up and executed accordingly. Sports Complex- The college has a sprawling sports ground adjoining the college Gymnasium where all outdoor sports activities are held. The Gymnasium serves as an indoor stadium for badminton and table-tennis and other indoor sports. The senior teachers of the Physical Education department supervise the maintenance and regular upkeep of the sports ground. Computers- The college , in consultation with Computer Science Department and Bursar, hires skilled technicians, as and when required, for maintenance of the computers , smooth functioning of network facilities, looking into the college website, its up-gradation, procurement of hardware and software and other items related to computers. Classrooms- With the aim of equipping some class rooms with the required audio-visual teaching aids, one gallery room with desirable seating capacity has been made functional as smart classroom. Alongside, the main classrooms of majority of departments are infrastructurally equipped for delivering lectures via PowerPoint presentation. Water-ATM and Purifiers- Safe and cool(optional) water is made available in the college campus by installation of two smart water dispensers in the main corridors, and one water purifier installed in the college office.

https://accollege.in/new/about-college/principals-desk-copy/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Half Free/Full Free and Students Aid Fund	471	198540
Financial Support from Other Sources			
a) National	Swami Vivekananda Merit-cum-Means Scholarship, Kanyashree	362	6844000
b)International	Nil	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability	Date of implemetation	Number of students	Agencies involved

enhancement scheme		enrolled	
NIL	Nill	0	0
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
Nill	NIL	0	0	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NIL	0	0	Nill	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	9	BA	Bengali	-NBU, CU, NSOU, SR BEd College	MA, BEd, MSW
2019	4	BSc	Botany	NBU, Raiganj University	MSc
2019	7	BSc	Chemistry	NBU, JMI, CU Punjab, CU TN	MSc
2019	5	BA	Economics	CU, Viswa Bharati, IISWBM	M.A., MSW
2019	4	BSc	Mathematics	IIT Bhubaneswar, NBU	M.Sc
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	12
SET	3
GATE	1
Any Other	5
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Cricket Competition	Institution	142
Inter-collegeI Athletics Meet	Institution	367
Cultural Activities, College Social	Institution	2700
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	Nil	Nill	Nill	Nill	Nill	Nil
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The members of the Students' Union over the years have been quite active in various activities of College life. The Union has been regularly organising Freshers Welcome Programme, Annual Social Programme, Saraswati Puja, College Foundation Day, Independence Day, Republic Day, World Environment Day, Teachers' day, and the like. They have proved themselves on many occasions that they intend to help students in developing their social and intellectual qualities. The elections to the Students' Union of the College are held regularly in a democratic, free and fair manner. The present Students' Union of the College comprises of 48 Class Representatives and 21 Office Bearers, the latter being selected from among the Class Representatives. The Principal of the College acts as the ex-officio President of the Union.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

135

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The vision and mission of this college is to bring about the upliftment of the culturally sound students, from both reserved and unreserved categories. Such a large student body requires a thorough coordination of curricular activities across departments of the college. This is achieved by effective decentralization at the level of administration and through the joint participation of various sub-committees formed by newly elected Secretary of Teachers' council. Of these, the two sub-committees which play vital role in the effective implementation of CBCS curriculum are the Routine Sub-committee and the Examination Sub-Committee. • The Routine Sub-committee comprises members of the Teachers' Council and it plans out the Master timetable for both Science and Arts departments. This detailed work wouldn't be possible without the active and timely cooperation of all departments of the College. • The Examination Sub-committee chalks out the schedule and venues for conducting the end semester examinations, as per the CBCS norms and strictly following the exam timetable laid down by the University of North Bengal.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	In this academic session, the Annual and Semester curricula are being taught simultaneously. Multiple intra-departmental meetings are convened to distribute the curriculum.
Teaching and Learning	The traditional classroom teaching is conducted, along with some special and invited lectures organized by various departments to enrich the students. Field trips and tours are conducted by the Geography, Zoology, Physiology and Botany departments, in various parts of West Bengal, as well as other parts of India. Museum visit is also organised for the students of Department of History.
Examination and Evaluation	Internal exams conducted by each department along the CBCS guidelines, prescribed by the University of North Bengal. These contribute to the Continuous Evaluation marks of each semester result.

Research and Development	One major project is sanctioned this year under Dr. Bikramjit Raychaudhury, funded by DBT Govt. of West Bengal. Five more major and minor projects are ongoing in various departments.
Library, ICT and Physical Infrastructure / Instrumentation	A properly equipped and functional librarian's room was prepared in this period. Display racks for showcasing the journals subscribed by the library and publications by the faculty members of the college were purchased and installed in the library. The space of the reading room was increased in dimension, thereby accommodating a larger number of students.
Admission of Students	After filling in application form online, the selected students have to come to the college for physical verification of marksheets and other relevant documents and get admitted in their respective courses according to the criteria laid down by the regulatory authorities.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Finance and Accounts	E-governance measures were adopted.
Student Admission and Support	Student admission is conducted through the college web portal.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	Nil	Nil	Nil	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	Nil	Nil	Nill	Nill	Nill	Nill
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Short term course on Research Methodology	1	24/08/2018	30/08/2018	7
Workshop on MOOCs, e-Content Development and Open Educational Resources	1	30/01/2019	05/02/2019	7
Refreshers Course	1	14/11/2018	04/12/2018	21
Refresher Course in Disaster Management (All disciplines)	1	01/03/2019	21/03/2019	21
Workshop on the topic Meyeder pathchola: Unish o Bish sataker Bangla	1	11/03/2019	18/03/2019	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
The college has a medical officer, who is consulted from time to time, regarding the well-being of the institution.	The college has a medical officer, who is consulted from time to time, regarding the well-being of the institution.	The college has a medical officer, who is consulted from time to time, regarding the well-being of the institution. Students' Aid Fund and Full Free/ Half Free Scholarships are given from the college funds to meritorious and economically backward students of the college.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Two accountants, cashier and bursar were involved in completing the Internal

Audit . We are now in the process of sending it to the Audit Department.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	No	NA
Administrative	No	NA	No	NA

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Nil

6.5.3 – Development programmes for support staff (at least three)

1. College office staff undergoes training in handling of admission software for smooth conduct of admission process each year. 2. Office employees are also trained in MSWord, MS Excel, maintaining pdfs, use of internet for latest updates of office procedures. 3. The college authority regularly sends some of our office employees for training in latest software in office maintenance conducted by the Government from time to time.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. All preliminary requisites for the construction of the proposed Science Block , for example, Budget estimation, approval of Building Plan and Site clearance have been completed. 2. The construction of an Open-air Theatre (Mukta Mancha) in the ground overlooking the main building has been initiated. 3. To ensure a balanced teachers-student ratio to meet the demands of the newly introduced CBCS curriculum, the college has recruited a good number of teachers on contractual basis following a proper screening process, approved by UGC guidelines.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Workshop for newly	04/06/2018	04/06/2018	04/06/2018	500

	introduced CBCS curriculum for Teachers, Non-teaching staff and Students				
2018	Induction meeting for 1st year students	31/07/2018	31/07/2018	31/07/2018	850
2019	Observance of International Mother Language Day	21/02/2019	21/02/2019	21/02/2019	300
2019	Observance of National Science Day	28/02/2019	28/02/2019	28/02/2019	300

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Celebration of Women's Day	08/03/2019	08/03/2019	87	32

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
• Observance of World Environment Day on 05.06.2018. • Programme on 'Save Energy and Environment Protection' on 31.01.2019 • We have started using LED lamps to reduce power expenditure. • Steps have been taken to reduce uses of paper in official works, instead use softcopies where it is possible. • Special initiatives have been taken to reduce uses of plastics in college campus. • College campus has been declared as "No Smoking" zone. • Observed "Aranya Saptaha" (Plantation Week) on 21.07.2018

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	8
Scribes for examination	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages	Number of initiatives taken to engage with and	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff

	and disadvantages	contribute to local community					
2018	Nill	1	17/03/2018	1	Awareness camp at Karala Valley Tea Garden.	Campaign against health hazards related with tea gardens.	43
2019	Nill	1	14/02/2019	10	Awareness camp at Uttar Milanpalli (Gajoldoba) village under Mantadari GP	Special initiatives were taken to aware people about health and literacy	32

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Prospectus	01/06/2018	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Programme on 'Save Energy and Environment Protection'	31/01/2019	31/01/2019	170
International Mother Language Day	21/02/2019	21/02/2019	300
National Science Day	28/02/2019	28/02/2019	300
Observance of National Voters' Day	25/01/2019	25/01/2019	255
Awareness Programme on Road Safety	08/02/2019	08/02/2019	143
HIV/AIDS Awareness Programme	03/04/2019	03/04/2019	100

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

• Observed World Environment Day on 05.06.2019 with full enthusiasm. Celebrated this occasion with tree plantation and oath taken to make our campus plastic free. • Feeling the importance of depleting ground water, initiatives have been taken to develop rain water harvesting. • Campus and Classrooms of the College

were cleaned on 'Gandhi Jayanti'. • Special drive was taken to maintain the medicinal plant garden in healthy state. • College campus has been declared as "No Smoking" zone.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

• Teachers from every department of college attended workshops and meetings on CBCS curriculum. In the college, a workshop on CBCS curriculum was held on 04.06.2018. This awareness with the new system of education will prepare both teachers and students to cope with the new system. Special drive was given for ICT to make the teaching learning process more effective. • NSS and NCC team participated in various social activities like cleaning the environment, awareness program for pollution free healthy life, afforestation, etc. Volunteers and cadets participated in such programs with full enthusiasm. Such practices will make them conscious about social contribution and in long run it will promote them to become a responsible good citizen.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Organized various seminars on • Seminar on Consumer Awareness Program by Department of Consumer affairs and fair business practices on 24.12.2018,. • Student Development Program in order to help students to improve their skills and career growth in communication development, grooming and management on 04.02.2019. • Seminar on Vigyani Satyendranath: Jibon o Karma was held on 19.09.2018 to celebrate 125th birth anniversary of Satyendra Nath Bose with an aim to promote all-round development of students. Such program will definitely add scientific temper to their life. In one hand, with such exposure students will be benefited to develop their career in better way and on the other hand, they will be self-reliant and confident to face challenges in life. We tried to make our students fit for better tomorrow and hope that will be translated in better nation building. • With the similar aim District level Student Youth fair was held in the college on 19.09.2018 and 20.09.2018.

Provide the weblink of the institution

https://accollege.in/

8.Future Plans of Actions for Next Academic Year

1. Recruitment of Guest Lecturers to meet the demand of the increasing number of classes in various departments under the newly implemented CBCS curriculum. 2. Observance of all days of National and International significance with the active involvement of students, teaching and non-teaching members. 3. To expedite the construction of a separate Boyss hostel to accommodate the increasing number of students from under privileged castes and communities. 4. To expedite the construction of a separate building for science departments behind the main building in the campus. 5. To arrange for seminars, symposiums, workshops to promote academic access , keenness and motivation among students.